

# Federal Advisory Committee (FAC) Membership Balance Plan

Please read the [Federal Advisory Committee Membership Balance Plan Guidance](#) prior to completing this form

<b>UNITED STATES DEPARTMENT OF JUSTICE (DOJ)</b>
<b>(1) FEDERAL ADVISORY COMMITTEE NAME</b> <i>State the legal name of the FAC</i>
<b>National Commission on Forensic Science (Commission)</b>
<b>(2) AUTHORITY</b> <i>Identify the authority for establishing the FAC</i>
<b>The Commission is established under Agency authority, and will be governed in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App. 2.</b>
<b>(3) MISSION/FUNCTION</b> <i>Describe the mission/function of the FAC</i>
<b>The objectives and scope of activities of the Commission are to provide recommendations and advice to the Department of Justice (DOJ) concerning national methods and strategies for: strengthening the validity and reliability of the forensic sciences (including medico-legal death investigation); enhancing quality assurance and quality control in forensic science laboratories and units; identifying and recommending scientific guidance and protocols for evidence seizure, testing, analysis, and reporting by forensic science laboratories and units; and identifying and assessing other needs of the forensic science communities to strengthen their disciplines and meet increasing demands generated by the criminal and civil justice systems at all levels of government.</b>
<b>(4) POINTS OF VIEW</b> <i>Based on understanding the purpose of the FAC,</i> <i>(a) describe the process that will be used to ensure the committee is balanced, and identify the categories (e.g. individual expertise or represented interests) from which candidates will be considered;</i> <i>(b) consider identifying an anticipated relative distribution of candidates across the categories; and</i> <i>(c) explain how a determination was made to appoint any individuals as Special Government Employees or Representative members</i>
<b>The Commission will be comprised of approximately 30 members from key stakeholder groups, including Federal, State, and Local forensic science providers; scientists and academicians; Federal, State, and Local prosecutors, defense attorneys, and judges; and other relevant interests. Members will be selected to achieve a range of backgrounds, experiences, viewpoints, and expertise. DOJ anticipates using a distribution that includes at least one member from the desired areas of expertise and the various levels of government. This distribution will ensure that multiple views from the justice community are represented. The DFO will monitor the committee's balance. Membership balance is not static and may change, depending on the work of the committee. No special government employee appointments are anticipated.</b>
<b>(5) OTHER BALANCE FACTORS</b> <i>List any other factors your agency identifies as important in achieving a balanced FAC</i>

**(6) CANDIDATE IDENTIFICATION PROCESS**

*Summarize the process intended to be used to identify candidates for the FAC, key resources expected to be tapped to identify candidates and the key persons (by position, not name) who will evaluate FAC balance. The summary should:*

- (a) describe the process*
- (b) identify the agency key staff involved (by position, not name)*
- (c) briefly describe how FAC vacancies, if any, will be handled by the agency; and*
- (d) state the membership term limit of FAC members, if applicable*

**The Commission will be co-chaired by a senior DOJ official and a senior NIST official. Members will be appointed by the Attorney General in consultation with the Director of NIST and the co-chairs of the Commission. For the purposes of candidate identification, the co-chairs will solicit applications through outreach with the relevant professional societies and recognized subject matter experts. Candidates for membership from non-federal entities will also be solicited through the Federal Register. Any future vacancies will be filled through consultation with the relevant professional societies, so that appropriate balance may be maintained. Each Commission member will be appointed for a two-year term.**

**(7) SUBCOMMITTEE BALANCE**

*Subcommittees subject to FACA\* should either state that the process for determining FAC member balance on subcommittees is the same as the process for the parent FAC, or describe how it is different*

*\*This is relevant to those agencies that require their subcommittees to follow all FACA requirements.*

**The Commission's subcommittees are not subject to FACA because they are not providing advice directly to the Federal Government. Any subcommittees must report their recommendations and advice to the Commission for full deliberation and discussion.**

**(8) OTHER**

*Provide any additional information that supports the balance of the FAC*

**(9) DATE PREPARED/UPDATED**

*Insert the actual date the Membership Balance Plan was initially prepared, along with the date(s) the Plan is updated*

**This Membership Balance Plan was prepared on February 20, 2013.**